

Bid Information for Statewide Web Individual Education Program (Web IEP) Training DVD

The Web IEP is the web application used throughout the State of Iowa to develop individualized special education programs for children with disabilities (ages 3-21). This web application is provided statewide to Area Education Agencies and school districts by the Iowa Department of Education (DE). The Web IEP Training DVD will be used by educators throughout Iowa to inform them of the changes that have been made to the web application and demonstrate how to use the parts of the web application that have been changed for the 2007-2008 school year.

The following actions will be required:

- Produce a training DVD for the 2007-2008 version of the Web IEP for the Iowa DE.
- The DVD will be between 90 and 120 minutes (maximum) in length.
- The DE will provide the script. Edits of the script will be welcomed and encouraged.
- Screen shots of the Web IEP application in use are required.
- Additional graphics for transitions from one chapter to another will be required.
- Use of a Professional On-Camera Talent/Spokesperson is required.
- Final product must be approved by the Iowa DE.
- Duplication of DVD is necessary; the quantity to be determined. Include pricing for duplication of 250, 500, 1,000, 5,000 and 10,000 DVDs including casing and paper sleeves.
- Project start date is July 11, 2007.
- Master must be completed by August 3, 2007.
- Total cost not to exceed \$50,000